

Net Appropriation, Detail Account and Control Account - The sum of all the fields that effect the appropriation balance. The financial fields included in these amounts are listed below.

NET APPROPRIATION (-) =
APPROPRIATION BUDGET (-)
REVISIONS (-)
NET TRANSFERS (- or +)
REVERSIONS (+)
APPROPRIATION ADVANCE (+)
APPROPRIATION ALLOCATED TO UNITS (+)
APPROPRIATION ALLOCATED FROM HQ (-)

DETAIL ACCT BALANCE (-) =
NET APPROPRIATION (-)
(as calculated above)
ESTIMATED REIMBURSEMENTS (+)
EARNED REIMBURSEMENTS (-)
ESTIMATED REVENUE (+)
EARNED REVENUE (-)
EXPENDITURES (+)
ENCUMBRANCES (+)
OBLIGATIONS (+)

CONTROL ACCT BALANCE(-)=
NET APPROPRIATION (-)
(as calculated above)
ESTIMATED REIMBURSEMENTS (+)
EARNED REIMBURSEMENTS (-)
ACCRUED REIMBURSEMENTS (+)
ESTIMATED REVENUE (+)
EARNED REVENUE (-)
ACCRUED REVENUE (+)
EXPENDITURES (+)
ACCRUED PAYABLES (-)

Balances for each of these accounting events may be obtained from the B04, Detail Appropriation Status Report. At the beginning of each day, the amount displayed in all Appropriation File reports will be consistent with the Appropriation Shadow File before any daily entries are made.

Expenditures - The sum of cash expenditures and accrued expenditures charged against the appropriation.

Encumbrances and Obligations - The total amount of encumbrances and obligations charged against the appropriation.

Unexpended Appropriation Balance - The computed sum of Net Appropriations (-), Expenditures (+), and Encumbrances and Obligations (+). This amount represents the available appropriation balance.

Advances - Net amount of advances made to or received from other appropriations.

Revenue and Reimbursements - Revenue records contain no program/category data and normally have a source code present in the key. Federal receipts, Source Code **4XXXXX**, do not have Program/Category data or a Source Code in the key. These features will distinguish Revenue records from Reimbursement records, which could carry Program/Category data, but not have a Source Code in the key. The Account Type also identifies these Records (**RR** for Revenue and **90**, **91**, or **92** for Reimbursements).

Estimated - The total amount of estimated revenues or reimbursements recorded for this appropriation.

Earned - The total amount of revenue or reimbursement receipts received and accounts receivables established for this appropriation.

Collected - The total amount of actual cash collections for revenues or reimbursements for this appropriation. It is the sum of earned and accrued revenues or reimbursements.

Unremitted - The amount of General Cash (GL 1110) collected, but not remitted for this appropriation.

In-Transit - The amount of Cash (GL 1115) that has been remitted to the STO.

The key and sort order to the Appropriation Shadow File is shown below.

Organization Code ^{1/}
Section ^{1/}
Appropriation Symbol ^{1/}
Enactment Year ^{1/}
Funding Fiscal Year ^{1/}
Account Type ^{1/}
Fund
Fund Detail
Program
Element
Component
Task
Category
Object
Object Detail
Source
Reference
Character

^{1/} Appropriation Shadow File Key

Cash Control File

The Cash Control Shadow File inquiry screens may be accessed by entering **H.3** on any "Command" line. There are two inquiry screens for the Cash Control File:

- ★ Cash Control Shadow File Inquiry; and
- ★ Cash Control Shadow File Inquiry for Federal Authorization and Cash Tracking - 44 Account.

Cash Control Shadow File Inquiry screen

```

9990 H.3: Cash Control                                09-01-2006 11:11 AM

                                CASH CONTROL SHADOW FILE INQUIRY
                                ENTER FUNCTION: (S=START, T=SCREEN 2)
ORG CODE: 9990 SECTION: 00 FUND: 0890 FUND DETAIL: 00 FED CAT NO: 12113051
CREATE DATE: 06/11/01 LAST PROCESS DATE: 08/30/06 OVEREXPEND DATE:
                                CURRENT MONTH      PRIOR MONTH      PRIOR YEAR
CASH:
BEGINNING BALANCE:                0.00+                0.00+                0.00+
INCREASES:                        8,133,589.71+          8,133,589.71+          10,905,182.44+
DECREASES:                        102,616.18-           102,616.18-           2,870,167.19-
ENDING BALANCE:                   8,030,973.53+          8,030,973.53+          8,035,015.25+

OTHER LIQUID ASSETS:
BEGINNING BALANCE:                0.00+                0.00+                0.00+
INCREASES:                        0.00+                0.00+                0.00+
DECREASES:                        0.00+                0.00+                0.00+
ENDING BALANCE:                   0.00+                0.00+                0.00+
SUMMARY BALANCE:                  8,030,973.53+          8,030,973.53+          8,035,015.25+

Command:
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10---PF11---PF12---
      Help  Retrn Quit                                Bkwrdr Frwrdr                                Main

```

The Cash Control Shadow File Inquiry screen is split horizontally into "Cash" and "Other Liquid Assets" (used for recording investments in the State Money Investment Fund-SMIF). This screen allows inquiry into detail records in the Cash Control File by combinations of Section, Fund, Fund Detail and Federal Catalog/SCO Project Number which comprise the record key. **Section** is included in the key if it is specified in the Organization Level Indicator in the Appropriation Symbol Table. **Fund** is always in the key to a Cash Control File record, and for specific funds, Federal Catalog/SCO Project Number is included in the key. **Fund Detail** is included in the key if it is specified as a level of control in the Cash Control Fund Level Indicator in the D23 Descriptor Table. Therefore, the actual key used for displaying a Cash Control File record on the Cash Control Shadow File Inquiry screen depends upon the levels of control established by the agency and the type of fund.

Cash or Other Liquid Assets:

Beginning Balance - The cash balance for the fund at the start of the fiscal reporting period.

Increases - Includes all transactions which post a debit to General Ledger Accounts 1115, 1140, 3020 and 3021.

Decreases - Includes all credit transactions against General Ledger Accounts 1115, 1140, 3020 and 3021.

Ending Balance - Determined by summarizing the Beginning Balance (+,-), Increases (+) and Decreases (-) fields.

Summary Cash Balance - Sum of the Cash and Other Liquid Assets Ending Balances.

Cash Control Shadow File Inquiry for Federal Authorization and Cash Tracking - Account 44 screen

```

9990 Cash Control                                09-01-2006 11:11 AM

                                CASH CONTROL SHADOW FILE INQUIRY FOR
                                FED AUTHORIZATION AND CASH TRACKING - 44 ACCOUNT

ORG CODE: 9990   SECTION: 00 FUND: 0890 FUND DETAIL: 00 FED CAT NO: 12113051
CREATE DATE: 06/11/01 LAST PROCESS DATE: 08/30/06 OVEREXPEND DATE:

                                CURRENT MONTH      PRIOR MONTH      PRIOR YEAR
AUTHORIZATION BALANCE:
  BEG AUTHORIZATION:                0.00+                0.00+                0.00+
  RECEIPTS:                        49,287.23-            49,287.23-            2,804,950.41-
  NET AUTHORIZATION:                49,287.23-            49,287.23-            2,804,950.41-

CASH (SCO 44 LEVEL):
  BEGINNING BALANCE:                0.00+                0.00+                0.00+
  RECEIPTS:                        49,287.23+            49,287.23+            2,804,950.41+
  TRANSFERS OUT:                    49,287.23-            98,574.46-            2,804,950.41-
  ENDING BALANCE:                   0.00+                49,287.23-            0.00+

                                PRESS F2 KEY TO REDISPLAY FIRST SCREEN

Command:
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10---PF11---PF12---
      Help  Retrn Quit                                          Main

```

After finding the desired record on the Cash Control Shadow File Inquiry screen, inquiry may be made into the Cash Control Shadow File Inquiry for Federal Authorization and Cash Tracking - Account 44 screen by entering Function **T** and pressing the **Enter** key. The key to this screen includes Fund **0890** and the Federal Catalog/SCO Project Number. If a Fund other than 0890 is keyed with Function **T**, the error message '094-Data For Fund 0890 Must be Viewed Before 2nd Screen Display' will appear. Optionally, **Section** may be in the key if control by Section is established in the Appropriation Symbol Table. The shadow file cannot be searched or scrolled from this screen. Press the **F2** key to return to the first screen.

Authorization Balance:

Beginning Authorization - Reflects the prior year ending balance of Federal Authorization plus any additional authorizations approved during the current fiscal year.

Receipts - This field reflects federal receipts at the SCO 44 account level for GLs 1115, and 1140. It is reduced when revenue refunds are made to the federal government from the SCO 44 account.

Net Authorization - Beginning Authorization less Receipts.

Cash (SCO 44 Level)

Beginning Balance - The prior year ending cash balance for the SCO 44 Account at the start of the fiscal reporting period.

Receipts - This field reflects federal receipts at the SCO 44 account level for GLs 1115, and 1140. It is reduced when revenue refunds are made to the federal government from the SCO 44 account.

Transfers Out - This field reflects all transfers (shown as a negative amount) from the SCO 44 Account to appropriations. Transfers from appropriations back to the SCO 44 Account are added to this field as positive amounts.

Ending Balance - This shows the balance of cash in the SCO 44 Account. Determined by summarizing the Beginning Balance (+,-), Receipts (+) And Transfers-Out (-) fields.

Document Shadow File

The Document File Shadow File inquiry screen, illustrated below, may be accessed by entering **H.4** on any "Command" line. The Document Shadow File is one of the two shadow files that is available for online inquiry but no trial posting occurs during the day. It provides detailed data about each document maintained in the agency's Document file. In addition, the Document File may be accessed during financial transaction entry to retrieve the data and populate the transaction.

9990 H.4: Document

09-01-2006 11:15 AM

DOCUMENT SHADOW FILE INQUIRY

ENTER FUNCTION: (S=START)

ORG CODE: 9990 DOCUMENT NO: 10765500 00 FFY: 03 GL ACCT: 6150 SECTION: 00
 APPN SYMBOL: 028 PROGRAM: 10 ELEMENT: 00 COMPONENT: 000 TASK: 000
 FUND: 6022 FUND DETAIL: 00 FUND SOURCE: B METHOD: 2 CATEGORY: 0 OBJECT: 00
 OBJECT DETAIL: 000 SOURCE: 000000 REFERENCE: 101 CHARACTER: 2 ENACT YR: 01
 INDEX: 0550 PCA NO: 19849 PCA ACTIVITY: PROJECT: WORK PHASE:
 CATEGORY: 6 OBJECT: 61 OBJECT DETAIL: 702 AGENCY OBJECT: 01 FUND DETAIL:
 SOURCE: AGENCY SOURCE: SUBSIDIARY ACCOUNT:
 DOC DATE: DUE DATE: LAST PROCESS DATE: 06/08/06
 VENDOR NO: 9999999999 99 VENDOR NAME: CITY OF ENCINITAS

	CURRENT MONTH	PRIOR MONTH	PRIOR YEAR
DOCUMENT AMOUNT:	814,000.00+	814,000.00+	814,000.00+
ADJUSTMENT AMOUNT:	0.00+	0.00+	0.00+
LIQUIDATION AMOUNT:	705,118.00-	705,118.00-	705,118.00-
COLLECTION/PMT AMT:	578,871.00-	578,871.00-	578,871.00-
BALANCE:	108,882.00+	108,882.00+	108,882.00+

Command:

Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10---PF11---PF12---
 Help Retrn Quit Bkwrdr Frwrdr Main

Document Amount - The original established document amount.

Adjustment Amount - The net of any increases or decreases made to the original document amount due to Purchase Estimate or contract changes, etc.

Liquidation Amount - The net reductions made to the document amount due to payments or collections.

Collection/Payment Amount - The total disbursement or receipt amount.

Grant Project Shadow File

Grant project status information is provided through two Grant Project Shadow File Inquiry screens which are accessed by entering **H.5** on any "Command" line. These screens are the:

- ✧ Grant Project Detail Shadow File Inquiry screen; and
- ✧ Grant Project Summary Shadow File Inquiry screen.

EXHIBIT VII-2 SELECTION CRITERIA REPORT

CSD600-1 9990 (DEST: A1 CTP2) *****
CALSTARS
11/01/2004 (97:37) *****

DEPARTMENT OF AIR QUALITY ONLINE HISTORY DETAIL

REPORT

ORG NUMBER: 9990
ORG PAGE: 2
RUN PAGE: 12

FM-FYR MOD-FCO OBJ DTL/AO FUND/DTL VENDOR INFORMATION	BATCH DATE FFY PCA METHOD	BATCH TYPE REF-DOC/S AMOUNT BUD SEQ	BATCH NUMBER VENDOR NBR/S NET AMOUNT SUBSIDIARY FED CAT NBR	SEQ/DUP RPI PROJ/WP GLAN	POSTING DATE INVOICE SOURCE/AS DUE DATE	CLM/LC DPOSIT DOC DATE CHECK PCA ACTVY	TC CUR DOC/S APPN SYM LOCATION	REVERSE INDEX FUND SRCE MULTI PUR
02-2004 257 0001 JOHN DOE 100 A STREET SACRAMENTO	08-31-2004 2002 52010 1	04 1,200.00	175 9999999999 99	1 0 .00 012340 95	08-31-2004 1123456	1717172 07-11-2004	240 01002000 110	1500 G
02-2004 257 0001 JOHN DOE 100 A STREET SACRAMENTO	08-31-2004 2002 52010 1	04 225.00	175 9999999999 99	2 0 .00 012340 95	08-31-2004 1123457	1717172 07-11-2004	240 01002000 110	1510 G
02-2002 246 0001 CA WOMEN'S COMM ALC/DRG DEPEND 14622 VICTORY BLVD., #100 VAN NUYS	08-31-2002 2002 52020 1	04 895,005.00	175 0000000106 00	3 0 .00 001005 93	08-31-2002 2001-JULY-15	1717172 07-12-2002	240 99099000 900	1500 D
02-2002 246 0001 MEDICAL RESEARCH INSTITUTE 2200 WEBSTER STREET ROOM A337 SAN FRANCISCO	08-31-2002 2002 52020 1	04 99.99	175 0000000294 00	4 0 .00 032200 98	08-31-2002 CA58402	1717172 07-13-2002	240 00040000 900	1500 D
02-2002 246 0001 MEDICAL RESEARCH INSTITUTE 2200 WEBSTER STREET ROOM A337 SAN FRANCISCO	08-31-2002 2002 52030 1	04 8.32	175 0000000294 00	5 0 .00 032200 98	08-31-2002 CA58403	1717172 07-14-2002	240 00040000 110	1520 G

Vendor Payment File

Vendor Payment information is available through the following online screens:

- ✧ Vendor Payment Inquiry
- ✧ Vendor Payment Listing Screens 1 and 2
- ✧ Vendor Payment History Detail

Vendor Payment Inquiry Screen

The Vendor Payment Inquiry screen is available through Command H.7. An example of the screen is shown below.

```

9990 H.7: Vendor Payment Inquiry                                02-07-2008 01:15 PM

VENDOR/S> _____

OFFICE REVOLVING FUND: I (E=Exclude ORF, I=Include ORF, O=Only ORF)

MAXIMUM TRANSACTIONS TO VIEW: 700 (Note: cannot be more than 700)

The following fields are OPTIONAL but for faster, lower cost searches
include 1 or more highlighted fields.

BATCH DATE FROM: MM DD YYYY   TO: MM DD YYYY   TYPE: ____ NUMBER: ____
SCHEDULE: _____
TC      : _____   DOCUMENT /S: _____   INVOICE: _____
INDEX   > _____   OBJ DTL/AO > _____   PCA      > _____
AMOUNT  : _____   CHECK      : _____

Press F4 to begin search

Command: _____
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10---PF11---PF12---
      Help  Retrn Quit Srch                                Clear                                Main

```

The Vendor Payment Inquiry screen is used to enter search criteria for payment information related to one Vendor Number or Vendor Number/Suffix. To begin a search, key the Vendor Number or Vendor Number/Suffix in the Vendor/S field and press **F4**.

If the Vendor Number is not known, place the cursor on the Vendor/S field and press **F1** to display the Vendor/S Search pop-up screen. This screen displays a listing of vendors from the Vendor Edit Table. An example of the screen is displayed below.

Vendor/S Search		
Vendor/S: _____ or Name: _____		MORE=>
VENDOR/S	NAME	ADDRESS 1
-----	-----	-----
AAAAAAAAAA 00	DEPT OF AIR QUALITY	9999 TENTH ST
AAAAAAAAAA 10	JANE DOE	ACCOUNTING OFFICER
AAAAAAAAAA 20	JOHN DOE	DIRECTOR
AAAAAAAAAA 90	ADMINISTRATION	DEPT OF AIR QUALITY
A300000000 00	CITY OF JACKSON	33 BROADWAY
A300000001 00	CITY OF FERNDALE	834 MAIN STREET
A300000002 00	ORANGE COUNTY AIR DISTRICT	P.O. BOX 8300
A300000003 00	CITY OF SANTA BARBARA	P.O. BOX 1990
A300000004 00	CITY OF BURBANK	164 WEST MAGNOLIA AVE

To select desired item, place cursor on that row and press Enter

PF2	PF7	PF8	PF10	PF11
Retrn	Bkwr	Frwr	Left	Right

To select a vendor, place the cursor on the row that includes the desired Vendor Number/Suffix. When Enter is pressed, the Vendor Number/Suffix is automatically inserted in the Vendor/S field.

To narrow the scope of a search, information may be keyed in the following fields:

- ☛ **Office Revolving Fund (ORF)** - Indicates the type of vendor payment records to be included in the search as follows:

E-Exclude ORF transactions

I-Include ORF transactions

O-Only select ORF transactions

- ☛ **Maximum Transactions To View** (optional) - This option limits the number of selected transactions. Any number between **1** and **700** may be entered.
- ☛ **Batch Date** – If used, the Batch Date must be entered in the 'BATCH DATE FROM' field to search records for one day. To search multiple dates, both the 'BATCH DATE FROM' and the 'TO' fields must be populated.
- ☛ **Batch Type** – If used, the Batch Type must be 2 alphanumeric characters.
- ☛ **Number** – If used, the Batch Number must be 3 alphanumeric characters.
- ☛ **Schedule** – If used, the Schedule must be 7 or 8 alphanumeric characters.
- ☛ **TC** - If the Transaction Code (TC) is entered as part of the selection criteria, the search data is edited based on the specific field indicators in the statewide Transaction Code Decision Table. If a specified field is NOT

ALLOWED per the TC or the TC entered is not in the statewide table, an error message is displayed.

- ✧ **Document** – The Current Document Number, Current Document Number/Suffix, Reference Document, or Reference Document Number/Suffix may be entered in this field.
- ✧ **Invoice** – If used, the Invoice may contain up to 14 alphanumeric characters.
- ✧ **Index** – If used, the Index must be 4 alphanumeric characters.
- ✧ **Object Detail/Agency Object** – If used, the Object Detail field may contain up to 3 numeric characters. If used, the Agency Object field may contain up to 2 numeric characters.
- ✧ **PCA** - If used, the PCA must be 5 alphanumeric characters.
- ✧ **Amount** – If used, the Amount field may contain up to 13-digit numbers.
- ✧ **Check** - If used, the Check field must be a 9-digit number.

After keying the selection criteria, press **F4** to initiate a search.

Vendor Payment Inquiry Screen Features

The following features are available for the Vendor Payment Inquiry Screen.

F1-Help – The **F1**-Help key is available for fields that display a > after the field name. When the cursor is placed in any position in one of these fields and the **F1** key is pressed, a listing of valid codes is displayed. To locate a desired code, use the **F7** and **F8** keys to scroll through the listing or use the search option. To begin a search, enter a portion or all of a number or title in the fields at the top of the pop-up window and press Enter. To insert a code on the Vendor Payment Inquiry Screen, use the mouse or arrow keys to place the cursor on the row that includes the desired code. The code is automatically inserted in the field when Enter is pressed.

Note: If the F1 key is pressed when the cursor is not on the fields specified above, the Vendor Payment Inquiry – Selection Help screen is displayed.

Wildcard – A wildcard feature is also available on the Vendor Payment Inquiry screen. To use this feature, key an asterisk in any position of a field. This feature may be helpful when only part of a desired field is known. The wildcard feature may be used in many fields, but are not allowed in the Vendor/S, Office Revolving Fund, Maximum Transactions to View, Batch Date From, Batch Date To, TC and Amount fields.

Example: If the first number of an Index code begins with 1 and the remaining digits are unknown, 1*** may be entered in the index field. All records containing an Index code beginning with 1 would be retrieved.

Vendor Payment Listing Screens

The Vendor Payment Listing Screen 1 is displayed when records are found that meet the criteria entered on the Inquiry screen. An example of the screen is displayed below.

```

9990 Vendor Payment Listing Screen 1                                01-28-2008 09:05 AM
                                                                MORE=>
VENDOR/S      : CA00000197 00                                     PAGE: 1
VENDOR NAME: DEPARTMENT OF AIR QUALITY

DOCUMENT/S      INVOICE      DOC DATE      CHECK/
-----      -
67908300 00 24358          04-14-2005 6790830 232 -
ENTRIES = 1          TOTAL DOCUMENT/S 67908300 00
67908490 00 24834(1 OF 2) 07-05-2005 6790849 232 -
ENTRIES = 1          TOTAL DOCUMENT/S 67908490 00
67908500 00 24834(2 OF 2) 07-05-2005 6790850 232 -
ENTRIES = 1          TOTAL DOCUMENT/S 67908500 00
67909260 00 26551          06-15-2006 6790926 232 -
67909260 00 26711          07-06-2006 6790926 232 -
67909260 00 26818          08-09-2006 6790926 232 -
ENTRIES = 3          TOTAL DOCUMENT/S 67909260 00

To view desired History Detail record, place cursor on the row and press F5
Command:
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10---PF11---PF12---
      Help  Retr  Quit  InqSc Dtail Print Bkwr  Frwr  Left  Right Main
  
```

Additional information for each record is displayed on the Vendor Payment Listing Screen 2 as displayed below.

```

9990 Vendor Payment Listing Screen 2                                01-28-2008 09:06 AM
                                                                <=MORE
VENDOR/S      : CA00000197 00                                     PAGE: 1
VENDOR NAME: DEPARTMENT OF AIR QUALITY

--- BATCH ID ---
DOCUMENT/S      DATE      TP NBR      CUR DOC/S      REF DOC/S      INDX OD      AO      PCA      FUND
-----      -
67908300 00 05-25-2005 04 045 03111150 C/A00220 01 0150 27857 0001
TOTALS ARE ON SCREEN 1
67908490 00 08-25-2005 04 032 03111150 C/A00220 01 0150 27857 0001
TOTALS ARE ON SCREEN 1
67908500 00 08-25-2005 04 034 03111150 C/A00220 03 0150 27857 0439
TOTALS ARE ON SCREEN 1
67909260 00 11-21-2006 04 062 03111150 C/A00220 03 0150 27857 0439
67909260 00 11-21-2006 04 062 03111150 C/A00220 03 0150 27857 0439
67909260 00 11-21-2006 04 062 03111150 C/A00220 03 0150 27857 0439
TOTALS ARE ON SCREEN 1

To view desired History Detail record, place cursor on the row and press F5
Command:
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10---PF11---PF12---
      Help  Retr  Quit  InqSc Dtail Print Bkwr  Frwr  Left  Right Main
  
```

Vendor Payment Listing Screen Features

The **F4** key is used to view the Inquiry Screen Search Fields popup screen. This screen displays the most recent search criteria entered on the Vendor Payment Inquiry screen. To exit the popup screen, press **F2**.

The **F10** and **F11** keys are used to toggle between Screens 1 and 2. The **F8** key is used to view additional records, and the **F7** key to go back to the previous records.

Vendor Payment History Detail Screen

To display the history detail for a record, place the cursor on the desired row and press **F5**. The Vendor Payment History Detail screen is displayed as shown below.

```

9990 Vendor Payment History Detail                                01-28-2008 09:42 AM

                                DOC-NBR/SFX: TESTOBJ0 / 00      RECORD    1 OF 5

FISCAL PERIOD: 07 2007
BATCH DATE: 01 17 2008  TYPE: 04  NUMBER: 101 SEQ NBR:      1  DUP: 0
SCHEDULE:                                POSTING DATE: 01-17-2008

TC      : 242                MODIFIER :                FFY      : 2006
REF DOC/S:                VENDOR/S  : BDL0000046 00  RPI      :
INVOICE :                DOC DATE  :                CUR DOC/S: 99999
INDEX   : 0110              OBJ DTL/AO: 207          PCA      : 10201
AMOUNT  :                20.00 REVERSE :                PROJ/WP :
LC DPOSIT:                SOURCE/AS :                CHECK   :
APPN/SYM : 900              FUND SRCE : D            FUND/DTL : 0439
METHOD  : 2                BUD SEQ  :                SUBSIDRY :
GLAN    :                DUE DATE  :                PCA ACTVY:
LOCATION  :                MULTI PUR :                FED CAT  :
VEND INFO: CITY OF LONG BEACH

Command: _____
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10---PF11---PF12---
      Help  Retrtn Quit                Print Bkwrdr Frwrdr                Main

```

Vendor Payment History Reports

The **F6**-Print key is available on both the Vendor Payment Listing screen and the Vendor Payment History Detail screen.

When F6 is pressed on the Vendor Payment Listing screen, the following screen is displayed.

```
Print/Report File Selection
Vendor Payment Inquiry

_____ _ Enter Document/S or leave blank for all queried records

_ Enter Destination:
  F=Report File only
    Report File: CS9990.CSIS07-1.VP.D2080221.T1002069
  P=Printer Output and Report File
    Printer ID : CTP2    Report Class: A    Report ID: ROH1
    Report File: CS9990.CSIS07-1.VP.D2080221.T1002069

Press Enter to submit the request, or F2 to cancel
```

To print the results of the vendor payment search, enter one of the following options in the Destination field:

- ⊛ **F** – Immediately generates an electronic report file of the Vendor Payment Search Results Report (CSIS07-1)
- ⊛ **P** – Immediately generates an electronic report file (CSIS07-1) and ROPES the Vendor Payment Search Results Report (CSIS07-1) report to an agency printer

An example of the may Vendor Payment Search Results Report (CSIS07-1) is displayed in Exhibit VII-3.

When F6 is pressed on the Vendor Payment History Detail screen, the Online History Detail Report (CSIS07-2) may be accessed through TSO or ROPES. An example of this report is displayed in Exhibit VII-4.

EXHIBIT VII-3
VENDOR PAYMENT SEARCH RESULTS REPORT

```

CSIS07-1 *****
                                CALSTARS          DEPARTMENT OF AIR QUALITY          *****
                                CALSTARS          VENDOR PAYMENT INQUIRY SEARCH RESULTS  REPORT          *****
02/26/2008 (07:40) *****          ORG NUMBER:    9990
VENDOR/S      : CB00000026 00          ORG PAGE:      1
VENDOR NAME: COUNTY OF SAN MATEO          RUN PAGE:      1
*****
----- TRANSACTION ID -----
DOCUMENT/S    DATE      TP NBR  SEQ  D    INVOICE    DOC DATE    CHECK/
-----      -
              INDX  OD  AO    PCA  FUND FD    PROJECT
-----      -
10000000 00  12-13-2007 04 100 00001 0  TEST    12-13-2007  1000000
              0170  206      10280 0439
10000000 00  12-13-2007 04 100 00002 0  TEST    12-13-2007  1000000
              0170  206 01  10280 0439

DOC/S TOTAL 10000000 00
VENDOR/S TOTAL

```

EXHIBIT VII-4
ONLINE HISTORY DETAIL REPORT

```

CSIS07-2 *****
                                CALSTARS
                                DEPARTMENT OF AIR QUALITY
                                ONLINE HISTORY DETAIL
                                REPORT
***** ORG NUMBER: 9990
                                ORG PAGE: 1
02/26/2008 (07:40) ***** RUN PAGE: 1

REQUESTOR: CSCSPRT   ORG: 9990 DEPARTMENT OF AIR QUALITY
FM-FYR      BATCH DATE  BATCH TYPE    BATCH NUMBER  SEQ/DUP  POSTING DATE  CLM/LC DPOSIT  TC      REVERSE
MOD-FCO     FFY         REF-DOC/S    VENDOR NBR/S  RPI      INVOICE       DOC DATE      CUR DOC/S  INDEX
OBJ DTL/AO  PCA         AMOUNT      NET AMOUNT    PROJ/WP   SOURCE/AS     CHECK         APPN SYM   FUND SRCE
FUND/DTL    METHOD      BUD SEQ      SUBSIDIARY    GLAN      DUE DATE      PCA ACTVY     LOCATION   MULTI PUR
VENDOR INFORMATION
05-2007     12-13-2007  04          100          1 0      12-13-2007    1000000      231
                                CB000000026 00          TEST
206         10280          100.00          .00          900      0170
0439        2
COUNTY OF SAN MATEO
455 COUNTY CENTER, 4TH FLOOR
REDWOOD CITY  CA 94063
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